

PARALLEL LEARNING WEBINAR TERMS AND CONDITIONS

Participant Notices

The purchase of webinar attendance is for use by the purchaser only and registration information should not be forwarded on to third parties; doing so may hinder your own access, as webinar entry is by prior registration only. Similarly, the materials and replay of webinars are for use by the purchaser only and should not be forwarded on to third parties. Responsibility for the confidentiality and security of webinar registration information and event materials issued by **Parallel Learning** lies with the registrant. If you believe that a third party has obtained details in an unauthorised manner, please promptly notify **Parallel Learning**.

The virtual event facility includes a feature that allows audio and any documents and other materials exchanged or viewed during the session to be recorded. By joining a session, you automatically consent to such recordings. If you do not consent to the recording, please contact **Parallel Learning** to discuss your concerns in good time prior to the web-event date.

Cancellations

After an initial cooling off period of 14 days from purchase we will regret that we will be unable to accept any cancellations. In the event that you are no longer available to attend the webinar you will be offered the opportunity to move your registration to a webinar at a later date but there is no guarantee that the content will be the same. Alternatively, we can supply you with access to a recording of the webinar that you were unable to attend, however this will mean you will lose the opportunity for interaction within the webinar.

Technical

It is your responsibility to have a working internet connection with sufficient bandwidth, a computer or device with an operating system sufficiently up to date to run the webinar app software. The specification required for each webinar will be available from the software supplier's website. You should be online and logged in on time for the webinar session using your unique link provided at booking. If you experience equipment, software or broadband service failure of any kind, or are called away from your computer for any reason or should disconnect before the session concludes, we accept no liability. We are unable to provide technical help with regards to connection during the webinar. Detailed instructions will be provided at the time of registration and are included on the information page of the portal, please follow these carefully. If for any reason, you do not get to listen to part or all of the broadcast you will still be able to watch the video later on the portal.

If we experience equipment, software or broadband failure during the live session we will do all we can to rectify this at the time. If this is impossible or out of our control we will reschedule the webinar and your unique link will allow you to connect to the replacement session. If the new session time is inconvenient you can choose to either have a full refund, watch the recording or transfer your booking to an alternative future webinar of your choice.

Webinar Content

We reserve the right to alter or cancel any webinar. Should an alteration or cancellation become necessary, you will then have the choice of joining an alternative webinar or if the new session time is inconvenient you can choose to either have a full refund, to download the video or transfer your

booking to an alternative future webinar of your choice.

The Supplier reserves the right to substitute speakers with a suitable replacement. The Customer accepts that there will be no right to any refund or cancellation in these circumstances.

The views of the speakers expressed during the webinar are solely their own and not necessarily that of Parallel Learning or associated companies.

Privacy Policy

In connection with the operation of the webinar we will ask you to provide us with information that personally identifies you or allows us to contact you ("Personal Information") when you register for the use of the service. The Personal Information that you provide us in these circumstances will be provided to **Parallel Learning's** provider of its audio- and web-conferencing services, and vendors that assist them in processing the information, for the sole purpose of enabling them to operate and deliver the webinar service. It is a requirement of **Parallel Learning's** partner vendors to enter into an agreement prohibiting disclosure of this information to others and restricting its use to providing the contracted services of the webinar. The only exception to this is necessary disclosure for legal purposes in line edicts of the law.